



**Hillsboro Parks and Recreation Commission Minutes**  
Regular Session

May 9, 2017 7:00 a.m.  
Hillsboro Parks and Recreation Office

The Hillsboro Parks and Recreation Commission met in regular session on May 9, 2017. Present were Parks and Recreation Commissioners Gwynne Pitts, Ken Phelan, Lynn Scheller, Marilyn Helzerman, Eddie Bolaños, Jon-Michael Kowertz and Aisha Panas; City staff Dave Miletich, Jeroen Kok, Mary Loftin, Ken Pipher, Maria Davila Bores, Scott Crowell, Sarah Delepine, Rori Thompson, Tasha Lovell, Robby Hammond, and Karen Edwards

Commission Chair Pitts called the meeting to order.

**Citizen Communication:** None

**Minutes:**

Motion was made by Helzerman and seconded by Phelan to approve the minutes of the Regular Meeting on April 11, 2017 as written. The motion was approved unanimously.

Motion was made by Phelan and seconded by Kowertz to approve the minutes of the Executive Session on April 11, 2017 as written. The motion was approved unanimously.

**Reports/Presentations:**

**2016 Volunteer Services Update:** Delepine and Crowell gave a presentation to the Commission. There were over 130 volunteer projects in all divisions of Parks & Recreation. 3,435 volunteers donated 26,320 hours valued at \$677,725. These volunteer hours are the equivalent of 17 full-time positions. The City website and various social media outlets are used to recruit new volunteers. They both believe that excellent customer service is important to recruit and retain volunteers. Highlighted projects for 2016 were:

- Project Pride at Rood Bridge Park (This project will be expanded in 2017)
- KaBoom! At McKinney Park

New programs and projects for 2017:

- Grassroots Hillsboro – May-November, last Saturday of the month, bilingual instruction will be given at various park sites.
- Adopt-a-Trail – 11 sections available for families to adopt and clean once a month plus host a project during their one-year term.
- Stickworks Sculpture in Orenco Woods Nature Park – This community-building project used 135 volunteers and was a very successful community art project.

Delepine and Crowell thanked the Commissioners for their volunteer service and time.

**Youth Sports Update:** Thompson and Lovell gave a presentation that included:

- Youth Sport Leagues
  - Hillsboro Youth Basketball started in 1990 and offers teams for girls and boys in grades 3-12. 800 players used 23 HSD gyms for the program this season.
  - Hillsboro Area Lacrosse Organization (HALO) was formed in 2010 and had 375 participants this season on 21 teams for both girls and boys. HALO worked with Newberg and Forest Grove to develop their programs. HALO hosted a 40-team jamboree to start the season.
  - Hillsboro Youth Volleyball started in 2011 and has 14 teams with 140 players this season. The program uses four gyms and is for players in the 3<sup>rd</sup>-6<sup>th</sup> grades. A new coaching handbook was created this season.

- Competitive Youth Basketball partners with the high school coaches to form 54 teams, grades 4-8 with 600 players from the region.
- Sport Camps and Classes
  - Over 30 camps introduce young player to multiple sports
  - Track Club (100 runners) and All-Comers Track meets (300 participants per night)
  - Tennis lessons and classes
  - Golf lessons and SNAG program for young players at McKay Creek Golf Course
- Partnerships with Hillsboro School District and Community Programs
  - Use of HSD gyms, fields, courts and tracks for leagues and programs that have 50% Hillsboro player participation. HP&R assists with allocating HSD and City facilities and fields for 40-50 groups each year.
- Youth Sport Team Rentals
  - If there is any sport space left after all the Hillsboro teams have been placed those spaces are rented out to other youth sport leagues
    - Brings in 3,500 hours per year of rental revenue

**2017-18 Draft CIP Review:** Kok stated that the City Manager wants a long-term view of all City assets. This draft is a five-year view of planned HP&R projects. Kok reviewed the projects, acquisitions and annual debt service that were proposed. Some of the new projects listed were:

- Connecting Orenco Woods Nature Park and Noble Woods Park through the Rock Creek Trail
- Turner Creek KaBoom! Project
- Adding new amenities at Orenco Woods Nature Park
- Walnut Street Park CDBG Grant project
- Amberglen Park road improvements and SDC credit agreement
- Concept plans for South Hillsboro Community Park and traffic study
- ADA Transition Plan Implementation
- Professional services
- Rock Creek Trail planning and permitting

Commissioner Panas stated the ADA Transition implementation could be extended to 15 years which could reduce financial impact. Commissioner Phelan requested a more detailed breakdown of the CIP which Kok will provide.

**Local Option Levy:** Miletich stated the LOL election will be May 16, 2017. If passed, it will continue support for Police, Fire and Parks. This levy provides 22% of the City's general fund.

**Community Center at 53<sup>rd</sup> Update:** Miletich met with Facilities staff and the Director of Public Works, Tom Arnold, to discuss the RFP bid release for the Architect and Design contract. The selection will be made in July.

**Director/Manager Update:** Miletich displayed photos from the Arbor Day tree plant project at Shute Park. There will be a Hops opening day BBQ and game tickets for the commissioners and a guest.

#### **Old Business:**

The commission considered adopting the ADA Transition Plan. Davila Bores added the advisory committee and grievance procedures to the draft. Commissioner Panas suggested raising the annual implementation budget of \$25,000. The commission discussed verbiage options. Davila Bores will add the changes and bring it back to the commission.

#### **New Business:**

Consideration was given to forwarding a recommendation to City Council to approve a land transaction with Hagg Lane L.L.C. This site is located in the Butternut Creek area of South Hillsboro. A road will separate a parcel and

leave a 1.6 acre "island" that the City will take title to and will become part of a larger proposed land exchange with Hagg Lane L.L.C. Motion was made by Phelan and seconded by Kowertz to forward the recommendation for approval to City Council. The motion passed unanimously.

**Information Items:** South Hillsboro Public Open House, May 10, 6-8pm at Rosedale Elementary School Cafeteria

There being no other business, Commission Chair Pitts adjourned the meeting.

ATTEST: \_\_\_\_\_

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Chair